

PLYMPTON TEAM MINISTRY

DATA PRIVACY NOTICE

The Parochial Church Councils (PCC) of Plympton St Mary and Plympton St Maurice Privacy Notice

This Privacy Notice is provided by the PCCs of Plympton St Mary and Plympton St Maurice to explain what to expect when we collect and process your personal information in accordance with the UK GDPR.

Data Controller

The data controller is: The PCCs of Plympton St Mary and Plympton St Maurice

The Parish Office

St. Mary's Hall

10 Market Road

Plympton

PL7 1QW

01752 348525

Email: plymptonteamministry@gmail.com

For more information, please go to:

[Plympton St Mary Church - A Church Near You](#)

[Plympton St Maurice Church - A Church Near You](#)

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1. Why we collect and use your personal data?

We use personal data for the following purposes

- Name and contact details - to inform you of news and information about events, activities, and services in Plympton St Mary and Plympton St Maurice churches, the Diocese of Exeter, and other organisations connected to the churches.
- To arrange and conduct weddings, baptisms, and funerals and complete the Parish Registers for those services
- To maintain the parish Electoral Roll

2. The categories of personal data we collect are:

- Name and contact details

We also process 'special' categories of information that may include:

- religion;

3. The lawful basis for processing your personal data:

- Consent – we will obtain your consent to send you information about church events or newsletters
- Legal obligation – we are required by law to collect and process data for weddings, funerals, baptism etc
- Legitimate Activity – we collect and process this data as part of our legitimate activities and a not-for-profit body.

4. Where we collected your data from:

- You
- Funeral director

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5. Sharing personal data:

Your personal data will be treated as strictly confidential and will only be shared with The PCCs of Plympton St Mary and Plympton St Maurice. Upon completion of the parish registers, information supplied for Baptisms and Weddings recorded in those registers will be sent to The Plymouth and West Devon Record Office, The Box, Tavistock Place, Plymouth, Devon PL4 8AX

6. How long do we keep data?

We keep data in accordance with the guidance set out in the guide “Keep or Bin: The Care of Your Parish Records”: [Records management guides | The Church of England](#).

7. Your rights and your personal data:

Unless subject to an exemption under the UK GDPR, you have the following rights with respect to your personal data: -

The right to request a copy of the personal data which The PCCs of Plympton St Mary and Plympton St Maurice

- holds about you (a Subject Access Request or ‘SAR’);
- The right to request that the PCC corrects any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for PCCs of Plympton St Mary and Plympton St Maurice to retain such data;
- The right to withdraw your consent to the processing at any time where we have obtained your consent;
- The right to request that the data controller provide you with your personal data in a structured, commonly used and machine-readable format. Also, to transmit that data directly to another data controller (in limited circumstances).
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data (in limited circumstances);
- The right to lodge a complaint with the Information Commissioners Office.

7. Concerns and/or complaints?

To exercise all relevant rights, or for queries or complaints please in the first instance contact the Team Administrator at plymptonteamministry@gmail.com

You can contact the Information Commissioners Office on 0303 123 1113 or via email [Contact us - public | ICO](#)
[Data protection and personal information complaints tool | ICO](#)